

Safe Stay Community Operator

Proposers' Conference
April 21, 2022

RFI TIMELINE

DATE	ACTIVITY	CONTACT/ PHONE	LOCATION
Monday, April 18, 2022	RFI released	Alyxe Lett letta@saccounty.gov 916-874-2717	ha.saccounty.net
Thursday, April 21, 2022 12:00 P.M.	Reservations for Proposers' Conference	Alyxe Lett	DHA-RFP- Reservations@saccounty.net
Thursday, April 21 1:30 P.M.	Proposers' Conference	Alyxe Lett	Virtually via Zoom
Thursday, May 5, 2022 3:00 P.M.	Deadline to Submit Letter of Interest	April E. Nelson, Contracts Manager	1825 Bell Street, Suite 200 Sacramento, CA 95825 Or DHA-RFP- Reservations@saccounty.net
Wednesday May 18, 2022	Notice of Award	Emily Halcon Office of Homeless Initiatives	ha.saccounty.net
Wednesday May 25, 2022 3:00 P.M.	Final Date to Submit Written Protest	April E. Nelson, Contracts Manager	1825 Bell Street, Suite 200 Sacramento, CA 95825
Wednesday, June 1, 2022	Director's Decision on Protest	Emily Halcon, Director Office of Homeless Initiatives	
TBD	Contract Begins		

BACKGROUND

As part of the Fiscal Year 2021–22 Adopted Budget, the Board of Supervisors (Board) approved funding to develop and operate up to 200 “spaces” in sanctioned encampments. This commitment recognized that existing shelter space is not adequate to serve those experiencing homelessness, and that alternative shelter options (including sanctioned encampments, safe parking, etc.) are a necessary part of a shelter crisis system. The Board envisioned these sites being coordinated through the newly funded multi-disciplinary encampment services teams, as part of a holistic response to the crisis of unsheltered homelessness.

The Board directed staff to pursue non-traditional options for providing sheltering, including sleeping cabins, vehicles, shipping containers, etc. To facilitate the development of such projects (called “Safe Stay Communities”), on February 15, 2022, the Board declared a Shelter Crisis, which authorized the adoption of appendices to the Building Code that allow use of non-traditional facilities as shelter. This declaration also provided additional flexibility to County of Sacramento (County) staff in procurement of services to more quickly secure sites, build facilities, and select operators.

ELIGIBILITY

In order to be eligible to be an authorized Safe Stay Community operator, organizations must meet the following requirements:

- ▶ At least **3 years of experience with the last 10 years** managing and operating shelters or sanctioned encampments serving people who are homeless
- ▶ Capacity to provide adequate staffing and coordinate the following for up to 125 people:
 - Provide food service (can be through a third-party vendor), maintain bathrooms and hygiene facilities
 - Deliver case management services to Safe Stay guests and provide regular access to external service providers to regularly visit with guests on-site
 - Provide site management, maintenance and security
 - Address parking requirements
 - Comply with health, safety and inspection regulations
- ▶ Capacity to conduct outreach and notification to the surrounding neighborhood regarding Safe Stay operations and establish Good Neighbor Agreements
- ▶ Establish and implement a system of data collection and reporting

OVERVIEW

Statement of Need

This Request for Interest (RFI) is being issued by the County of Sacramento (County) to identify an operator to administer the County's Sanctioned Encampment Program, referred to as Safe Stay Communities (Safe Stay), to provide low-barrier shelter for persons living unsheltered within the county.

Term

The first Safe Stay community is anticipated to have a two year operational period from approximately August 2022–August 2024, with a possibility of extension pending Board approval.

POPULATIONS SERVED

Populations to be served through both service areas include:

- ▶ Persons who are unhoused within the unincorporated County.
- ▶ Subpopulations including single adults, families and particularly vulnerable populations (e.g. seniors, pregnant individuals, persons with disabilities, chronic health issues, mental health disorders, substance use disorders, etc.)

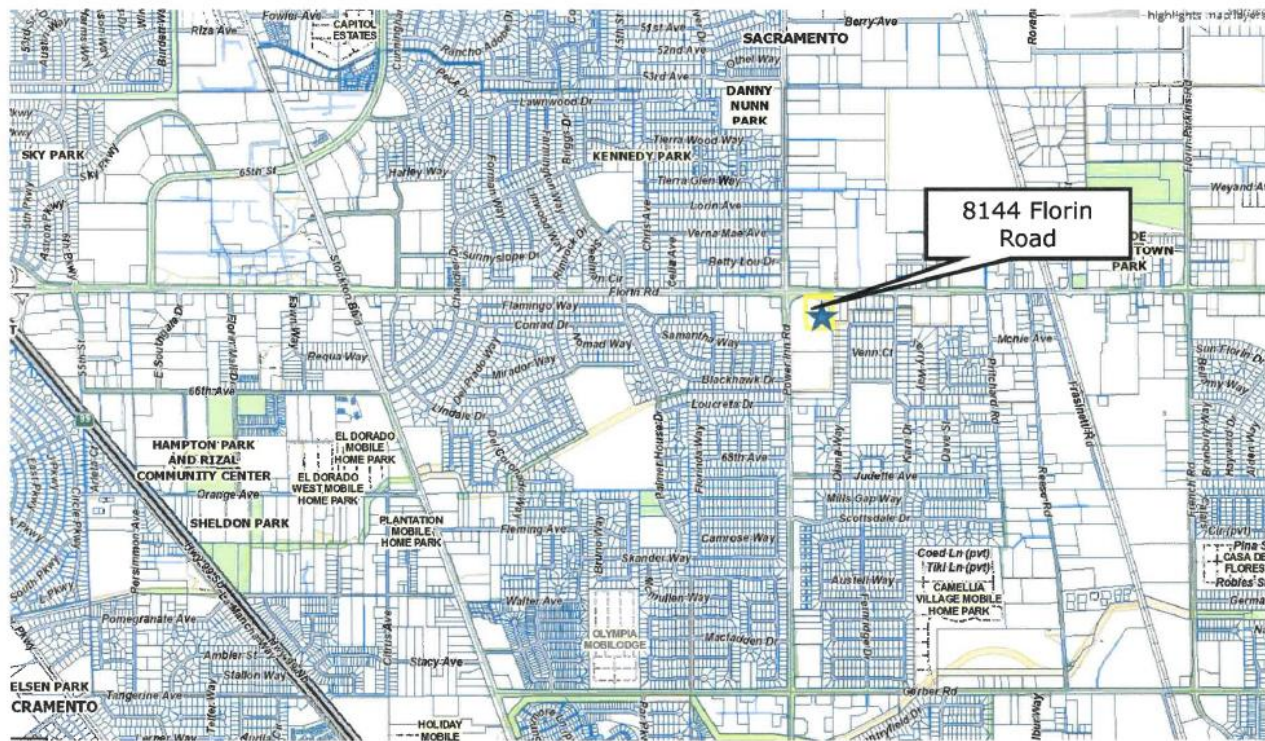
SITE DESCRIPTION

The first site to operate a Safe Stay Community will be located at 8144 Florin Road, at the corner of Power Inn Road, in the unincorporated area of the County. This particular site will include:

- ▶ 100 Pallet Shelters (75 single occupancy and 25 double occupancy)
 - Four single occupancy and four double occupancy shelters will be fully compliant with the Americans with Disabilities Act
- ▶ On site shower and restroom facilities, serviced regularly by third party vendors
- ▶ On site offices for operations staff, to include private rooms for case management and common room for team meetings
- ▶ Eight foot high perimeter fencing with privacy shading; security offices will be located at access gate, and will control vehicular and pedestrian access to the site
- ▶ A large, shaded common area for community gathering, meals, and
- ▶ Pet relief area

SITE MAP

Florin and Power Inn Road



April 19, 2022

SACRAMENTO
COUNTY

SITE MAP

Florin and Power Inn Road



April 19, 2022

SACRAMENTO
COUNTY

For the Agenda of:
April 26, 2022
3:00 p.m.



8144 FLORIN ROAD @ POWER INN ROAD PROPOSED HOMELESS SLEEPING CABINS SITE

SCALE: $\sqrt{10} = 3.16$

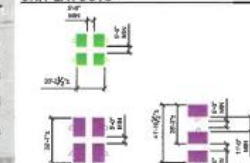
GENERAL NOTES

1. AT NO TIME SHALL ANY GASES LIFT AND/OR OFFICE BE CLOSED. TRASH IS
FROM BACK OF WALL, TO FLICE OF WALL.
2. TOTAL GUEST OCCUPANCY LOAD OF 125 PERSONS.
3. RESTROOMS ARE 15 TO 1 PER GRC 208 APPROX K.
4. ALL FIRE HOSE PULPS SHOWN ON THE PLANS ARE 15R OR LESS.
5. TRENH SIZE: 6" WIDE, 36" DEEP, 12" SAND IN BOTTOM OVER CONDUITS, SOIL
SO TOP WITHIN 36" AREA OF TRENCHING.
6. TRENH SIZE: 12" WIDE, 36" DEEP, 12" SAND IN BOTTOM OVER CONDUITS, AD
TO BOTTOM OF CONCRETE/SPHALT AND CONCRETE OR ASPHALT TO FINISH
SPRACE.

KEYNOTES ⑥

1. SITE ACCESS: 50000 GATE 3'-0" (24" WIDE OPENING) WITH DROP RIGGS W/ CLOSED AND OPEN.
2. SITE ACCESS: SAVING GATE 3'-0" (24" WIDE OPENING) WITH DROP RIGGS W/ CLOSED.
3. PERSONNEL: SAVING GATE 48" WIDE PLANT LATCHES.
4. ADD GATE, DIRT GATE, CLOSURES COVERS WITH RUBBERSTRAP ARMS.
5. BUILDING: 100' X 100'.
6. SLAB CLEANUP NEEDED.
7. 20 PROVIC TABLES WITH 48" X 24" SEATS - 100' X 100' COATED METAL GRID.
8. 200' X 200' TRANSFORMER LOCATION.
9. 100' X 100' MARK SWITCHES/CHIEF.
10. REMOVE AND DISPOSE OF 4 PIPE ROLLERS, CUTOFF AT GROUND LEVEL.

UNIT LAYOUTS



SITE LEGEND

- [illegible]



SACRAMENTO
COUNTY

Administrative Services
Department of General Services

Architectural Services Division
9660 Ecology Lane
Sacramento, Ca. 95827
P. 916.876.6192

100% DD
DESIGN DOCUMENTS
04.04.2022

DESIGN BY:	CHRISTOPHER WYATT BRYSON	
DRAWN BY:	CHRISTOPHER WYATT BRYSON	
REVISIONS:		
NO.	DESCRIPTION	DATE
1	REVISION 1: REVISION 1: REVISION 1:	06/06/2022

LOG NO. 6321 FACILITY NO. 090967

PROJECT TITLE:

CONTRACT ###
8144 FLORIN ROAD

0144 FLORIN ROAD

HOMELESS CABINS

ELECTRICAL, WATER
AND SEWER

AND SEWER

SHORT TITLE:

SITE PLAN

DOI: 10.1111/j.1365-3113.2012.04711.x

AS101

NOT FOR CONSTRUCTION



PROGRAM GOALS

- ▶ Provide management and supportive services sufficient to ensure the encampment serves as a safe, low-barrier alternative to unsheltered homelessness
- ▶ Support guests in developing individualized permanent housing plans, with short and long-term objectives, to facilitate their transition out of the Safe Stay
- ▶ Provide on-site case management to ensure implementation of individualized plans, which may include assistance with benefit applications, finding and sustaining employment, referrals to other supportive services
- ▶ Ensure guests have access to potable water, showers, laundry, toilets, solid waste collection, common spaces for eating and meeting, areas for storing belongings, pet relief areas

PROGRAM DESIGN

The Safe Stay Community is intended to provide a safe, temporary community that is supported with human services, community engagement, and movement into stable housing.

- ▶ Anticipated average length of stay 3–6 months (with extension based on individual's needs and progress towards transition plan)
- ▶ Intake process will assess strengths and needs; refer to critical services including benefits, medical, mental health, AOD services, etc.
- ▶ Opportunities for guests to build independent living skills, increase income, build financial empowerment skills, and promote health and well-being
- ▶ Opportunities for broader community partnership and multi-stakeholder engagement to build trust and engage in ongoing dialogue and collective problem-solving

PROGRAM BUDGET

- ▶ Program Budget must:
 - Consist of two forms: the Personnel Costs, Subcontract Expenses and Operating Expense; (Exhibit B of the RFI.)
 - Be modeled on the County fiscal year which is July 1 to the following June 30.
 - Some contracts may not start or end in coordination with the fiscal year. For evaluation purposes, please submit an annual budget timeline denoting a July 1st start date.

PACKET CONTENT REQUIREMENTS

- ▶ **Narrative**

Responses should be no longer than 5 pages.

- ▶ **Proposed Budget – Exhibit B**

ADMINISTRATIVE RULES AND REQUIREMENTS

▶ Proposal Submission

- Submitted Proposals must be:

- Submitted in Legal Entity Name of the Proposer

If the proposal is submitted by a corporation, the proposal must be signed by a corporate officer or a representative authorized by the organization. If such authorization is other than a corporate document, a copy of such authorization must be submitted to County with the proposal.

- One narrative and budget (Exhibit B).
- If submitting in person, Proposal must be submitted in a sealed envelope or box
 - Proposer's name and address clearly visible
 - Plainly marked – “SEALED BID – Safe Stay Community Operator.”
 - Unsealed proposals will not be accepted
- If any information contained in the response is considered confidential or proprietary by the Proposer, it must be clearly labeled as such and presented in a sealed envelope within the Proposers' sealed response package. In order to assert the confidentiality of any such information if a Public Records Act is received, the Proposer must request, execute and submit a County-prepared written agreement to defend and indemnify the County for any liability, costs and expenses incurred in asserting such confidentiality as part of the proposal. The agreement is available upon request and must be submitted with the proposal.

- Proposal must be clearly and consecutively numbered – page one being the first page of the proposal and the last number is the last piece of paper in the proposal.
- Staple proposal in the upper left corner or secure by whatever means possible that can easily be removed.
- DO NOT submit anything with your proposal that has not specifically been requested.

E-MAIL SUBMISSIONS

▶ E-mail Submissions

- E-mail submissions WILL be accepted for this RFI.
- E-mail to DHA-RFP-Reservations@saccounty.net by the due date for consideration.
- PDF format for attachment is preferred.
- Proposal attachment can be no larger than 25mb.
- You will receive an automated message of receipt. This will serve as your date and time receipt.
- If your e-mail is rejected you are still responsible to submit proposal in person by date and time due.

PROPOSAL DUE DATE

- ▶ Proposals are due by Thursday, May 5th, 2022, 3:00 P.M.
- ▶ Proposals may be submitted by Mail, In Person, or E-mail (refer to prior slide).
 - Location: 1825 Bell Street, Suite 200, Sacramento, CA 95825
Attn: Contracts Manager
 - Post marks will not be accepted.
- ▶ Late proposals will not be forwarded for review.
- ▶ County will reject any proposal not meeting RFI requirements.

NOTICE OF AWARD & OPPORTUNITY TO PROTEST

A list of all proposed awards shall be posted at ha.SacCounty.net for five working days, beginning May 18, 2022.

Any respondent wishing to protest the proposed award must submit a written letter of protest by 3:00 P.M., Wednesday, May 25, 2022. Submit this correspondence to:

Contracts Manager
Department of Human Assistance
1825 Bell Street, Suite 200
Sacramento, CA 95825

Protests shall be limited to the following grounds:

Procedural irregularities (for example, one or more Proposer treated differently than other Proposers by allowing them to submit additional information after the deadline).

- Conflict of interest (for example, a member of the Selection Committee is a member of the Board of any bidder organization).
- County is proposing to award the contract to a Proposer other than the Proposer judged to be the most qualified by the evaluation committee.

The protest letter must contain a complete statement of the basis for the protest.

The protest letter must include the name, title, address, e-mail address and telephone number of the person representing the protesting party.

County shall investigate all written protests and a response shall be sent by the Director to the Proposer.

QUESTIONS



Note: No questions can be answered after the completion of this Proposers' Conference.